

MINUTES
TRANSPORTATION ASSET MANAGEMENT COUNCIL
February 4th, 2004
Aeronautics Commission Room
2700 East Airport Service Drive
Lansing, Michigan

Meeting noticed in accordance with Open Meetings Act, Public Act 267 of 1976.

Present

Carmine Palombo, Chairman
Richard Deuell, Member
John Kolessar, Member
Susan Mortel, Member
Eric Swanson, Member
Pat Lockwood, Commission Advisor

Thomas Wieczorek, Vice Chairman
Aaron Hopper, Member
Bill McEntee, Member
Kirk Steudle, Member
Steve Warren, Member

Absent

All members were present.

Staff Present

Rick Lilly, Bureau of Transportation Planning
Rob Surber, Center for Geographic Information
Ron Vibbert, Bureau of Transportation Planning
Gil Chesbro, Bureau of Transportation Planning
Brad Winkler, Bureau of Transportation Planning

Call to Order

Chairman Palombo called the meeting to order at 1:05pm.

Approval of the January 7th, 2004 Council Minutes

Ms. Lockwood presented the January 7th, 2004 Council minutes and asked if there were any comments. Mr. Lilly noted that Mr. Deuell's name was left off of the attendance. Mr. McEntee also noted that on page 3, end of second paragraph, the last sentence should be rephrased. The intent of the statement should be as follows: the Council does not need to attain our own server on behalf of the security of the data at this point. The Council would need to entertain that idea when the data will be made available for processing by people. Vice Chair Wieczorek moved for the approval the minutes, with amendments. Mr. Kolessar supported that motion. The minutes were unanimously approved with amendments.

Correspondence and Announcements

Ms. Lockwood announced that the Commission approved the 5-Year plan at the January 29th meeting. Ms. Lockwood also announced that the 100-year anniversary of

M-DOT will take place during several events during 2005. July 1st is the kick-off for the celebrations that are scheduled to last throughout the year.

Mr. Lilly provided the Council with the results of a survey that was conducted by SEMCOG. The survey was in regards to the PASER data collection. This survey contains detailed information on the effort.

Secondly, Mr. Lilly announced that he will be traveling around the state over the next two weeks to conduct discussions with the participants of the data collection process. Mr. Lilly will be reporting back at the March meeting on the conclusion of said meetings. The locations for the meetings are as follows: Escanaba, Gaylord, Traverse City, Flint, and Detroit (possibly Grand Rapids). Mr. Lilly noted he will also be making arrangements to travel in the coming weeks to Grand Rapids, Jackson, and Kalamazoo.

Committee Reports

Administrative and Education Committee (reported by Chairman Palombo):

Chairman Palombo updated the Council that key topic of the meeting was getting information out to various components of the State. When feasible, the Committee suggested coordinating meeting dates with other organizations annual meeting dates. The Committee asked that the Council help in this effort to help make everyone aware of these dates, and attend when possible. At this point, the Council is scheduled to attend the CRAMS annual meeting to be held in March and the MPO and MAR annual meeting to be held in August. Chairman Palombo stressed that the Committee feels it is very important to get out and communicate with these organizations.

Bill McEntee also made a suggestion during the meeting to develop a video as another way to communicate what we are doing. The Committee concurred, and expressed the value of the video as an educational tool. Mr. Lilly agreed to investigate this possibility further. In particular, what message we want to send and the best way to communicate this.

Chairman Palombo also reported that the NHI will be holding a one day seminar on transportation asset management. This course was put together as part of the NCHRP project. Chairman Palombo suggested having the council schedule and take part this course. The first portion of the seminar is geared towards decision-makers, and the following portions are for others. If the course is suitable, the Committee suggests scheduling several locations around the State as part of our educational-outreach initiatives. Chairman Palombo also suggested paying close attention to the first portion of the seminar, and how it would be accepted by decision-makers. If this is suitable, we could then ask NHI to create a "spin-off" course to meet our needs. Mr. Lilly also agreed to come up with some possible dates. Mr. Steudle assured the Council that the NHI would be willing to specially gear the course towards Michigan, especially if we agreed to schedule several dates. Mr. Warren asked if this seminar is only applicable to state DOT's. Mr. Lilly replied that the seminar's initial focus is the state level agency, however, the course can be modified to any size agency.

Mr. Lilly also mentioned that Ms. Kelly Rossman was in attendance to share ideas on the Council obtaining a PR person. Mr. Steudle noted that it may be a good idea for the

Council to run this by the Commission to see whether we can or should do this. Mr. Warren noted that Ms. Rossman had a good idea to contact communications persons at M-DOT and MML. Furthermore, Mr. Warren mentioned that this team would possibly form an “ad-hoc sub-committee” as issues arise and develop consistency over time.

Data Management Committee (reported by Mr. McEntee):

Mr. McEntee mentioned that there were several guest at the meeting; representatives from CRAM, MML, and other members of the Council that do not server on the Committee. Mr. Warren reported that the primary topic of discussion is the form and format of the presentation for the Commission to be held on February 26th. Mr. Lilly presented a proposal for the presentation and additional graphs in relation to funding. Upon the Committee’s review of the draft, the following recommendations were made: have more info pertaining to PASER, how roads were rated, how roads are rated within the PASER system, provide more information on the process we are using to do asset management, and where we are in that asset management process. It was agreed by the Committee that a workshop would not be needed at this point. The presentation should only last 15-20 minutes.

Furthermore, the Committee decided to conspire with CRAM, MML and M-DOT representatives to develop a list of talking points to be used by the Council and our respective organizations. These talking points would be used when questions from the press or other media sources arise. Chairman Palombo suggested the Council use these talking points when discussing the status of our efforts. This will help to keep everyone on the same page. Additionally, Mr. Steudle mentioned that the talking points will be crafted to stress that it is important not to jump to conclusions about the data, this is the first step in a three year process.

Mr. McEntee also reported that the Committee discussed the possibility of a press release or a press conference; however, it was the general consensus that the Council is not ready to that at this point. The presentation to the Commission should be sufficient.

Mr. Lilly asked for clarification in regards to Ms. Rossman initiating the conversations between MML and M-DOT? The Council replied that Ms. Rossman would initiate these conversations, and that Mr. Lilly would not need to do this.

Strategic Analysis Committee (reported by Mr. Warren):

Mr. Warren reported that the Committee’s main focus during the meeting was the development of models. The Committee felt a strong need to identify and develop a strategic model to handle our data on a statewide basis. This model may help identify what additional data we need to collect and point us in the direction of what types of rating systems we can or cannot use. The Committee also spent time identifying the key functions we want the model to perform on a statewide basis. Mr. Lilly provided the Committee with a catalog that contains tools and models to help us do this. Mr. Lilly asked that the Committee review this catalog. The catalog is a comparative shopping list of equipment and software that are available to do pavement management.

Mr. Warren also mentioned that there were discussions regarding RoadSoft and how it works with PASER in the local agencies, and what strategic investment analysis the

program is capable of doing. The Committee recommended having Mr. McNich and L-TAPS come in for a presentation to show this to the Council.

Discussion of Data Presentation for State Transportation Commission Annual Report, and Public Release

Mr. Lilly noted that the following key items will be presented at the Commission meeting: where we are at this point, what did we learn from this process, what the data does not say, and finally where do we have to go. Mr. Lilly suggested this being the outline and structure of the presentation to the Commission. Mr. Lilly also mentioned that our key message is that this is the first step in a long-term process. We will also include a breakdown of what PASER is, and how it works along with pictures of distress.

Mr. Lilly reported that the consensus for the Annual Report was that we may not need as much information as was proposed. The structure of the report will change to lay the foundation for the future work of the Council and addressing the issue of the data in clear, concise charts.

Work Program

Mr. Lilly announced that our intentions were to have the written report by March 1st. However, the new Committee schedule does not allow us to get all approvals made in time. Mr. Lilly asked for input in regards to this. Chairman Palombo suggested summarizing what we did this year, what we have heard from meetings with agencies, and identify all of the decisions that we need to make. Chairman Palombo further suggested formalizing our ideas that we have made into decisions.

Ms. Mortel mentioned that the Council has follow-up to do from the December workshop. The workshop was to be the “jumping off point” for the multi-year work program.

Miscellaneous Comments

Chairman Palombo mentioned that he has received many questions in regards to when the information will be released to the public agencies, and what they can expect in terms of data collection this year. Chairman Palombo suggested communicating with the agencies soon, so that we can update on changes to the process. Mr. Warren mentioned that the criteria needed for the statewide model may determine additional needs of the data collection. Furthermore, Mr. Warren stated that the data collection would be the same with some modifications.

Mr. Lilly noted that the feedback from the agencies have generally been in regards to having a regional M-DOT or TSC person in the vehicle during data collection to aid in the data collection with additional familiarity of the roads. The GIS team is compiling information in regards to the amount of time it takes to collect data by region. This will help the regional engineers to determine if this is feasible with their schedules. Another key message that has been expressed is the time frame in which data is collected. Currently we collect the data from end of July to the end of November. It has been suggested by several agencies to extend the data collection time from June 1st through

the end of November. Mr. Lilly stated that June is probably the earliest we could begin, and will most likely not be feasible because we will need to conduct training sessions each year. Mr. Lilly also mentioned that we should include more laptop data collection training. Chairman Palombo asked Mr. Lilly put together a draft timeline stating what decisions need to be made and when they will need to be made in order to start the training.

Mr. Lilly reported another comment that has been made was in regards to the frequency of the collection of data. It has been suggested that we do not need to collect PASER data each year. However, the Council has requested 3 full years of data on the federal aid eligible road system. Upon our analysis of this data we can determine whether or not it is efficient to collect 43,000 miles of road each year, if so, we could propose to collect that amount on the entire system. In collecting data in this manner we would be collecting a third of all roads each year (consistent with GASB). Ms. Mortel mentioned that the Council has not decided to collect data in this manner and we should refrain from announcing this to the agencies.

Vice Chair Wieczorek mentioned that there had been discussions in relation to whether or not we will be using RoadSoft. Vice Chair Wieczorek expressed his fears in changing the software due to the fact that it may cause some unwanted issues among the agencies. Mr. Vibbert replied stating that the limitations of RoadSoft in larger urban areas have forced us to keep Maptitude as a back up. We would like to keep the data collection process as seamless as possible so we will not have to train in more than one package. Mr. Vibbert also stated that a data collection tool is much different than a strategic analysis tool. Mr. Vibbert also suggested creating a report to identify the advantages and disadvantages of both tools. Mr. Steudle suggested having the Data Committee discuss this issue further as soon as possible.

Ms. Mortel also requested that all data handed out in Committee meeting or our regular Council meeting have accurate descriptions, documentation of the source of the data, and the date it was created. Also, Ms. Mortel asked to add accurate descriptions of what is in tables.

Mr. Richards reported on his research of the HB5231 and passed out an overview of the legislation and why the Michigan Townships Association is interested in it.

Mr. Lilly also mentioned that the draft process for selecting pilot projects will be brought forth to the Strategic Committee. We need to get this process in place now that we have made progress on the work program.

Public Comment

An MSU representative and Asset Management action team member asked why we are not using M-DOT's 10 years of previously collected data. Chairman Palombo replied stating that the focus of our work is not only the condition of state trunklines, but also the condition of the entire system. Additionally, our process coordinates with several organizations throughout Michigan. Our goal is to develop one process, using the same tool and emphasizing that this is a coordinated effort.

Adjournment

The meeting was adjourned at 2:15pm.

Commission Advisor